

Request for Proposals for TOD and Related Consulting Services

Issued By: St. Louis Development Corporation, Friday, November 4, 2011

Response Deadline: 12:00 p.m., Friday, December 2, 2011

www.stlouis-mo.gov/slhc/procurement.cfm

St. Louis Development Corporation (SLDC) seeks a consulting firm (Consultant) with expertise in transit feasibility studies, connectivity planning, and transit-oriented development (TOD) planning. The objective is to develop projections for net new riders over the next 10 years on the MetroLink system resulting from the potential establishment of a new train station and parking garage facility (for park and ride and area employees) at CORTEX. The Scope of Services and corresponding report(s) must be completed by June 15, 2012. Work products will include: 1) Ridership Projections for a Potential New MetroLink Station in CORTEX; 2) Street-Level Connectivity Plan for CORTEX and Surrounding Areas; and 3) TOD Plan for CORTEX.

Direct inquiries regarding this RFP should be submitted to Karin Hagaman at hagamank@stlouiscity.com. Inquiries regarding this RFP must be submitted no later than 3:00 p.m. local time on Tuesday, November 22, 2011.

Proposals are due by 12:00 p.m. local time on Friday, December 2, 2011, to the following address:

“RFP-TOD Consulting Services”
c/o Mr. Otis Williams
Deputy Executive Director
1015 Locust Street, Suite 1200
St. Louis, MO 63101

Late proposals will be returned unopened. Ten (10) printed bound copies and one electronic copy in *.pdf format on a CD of the proposal should be enclosed along with a letter from a firm principal committing the proposal for a minimum of ninety (90) days. **Faxed proposals or proposals submitted with an inadequate number of copies will not be accepted.** SLDC will post any supplemental information as necessary on SLDC’s website: www.stlouis-mo.gov/slhc/procurement.cfm.

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*These attachments are Excel Spreadsheets and are available at
www.stlouis-mo.gov/sldc/procurement.cfm.

I. Introduction

SLDC is seeking proposals for consultant services to complete and deliver the following work products: 1) Ridership Projections for a Potential New MetroLink Station in CORTEX; 2) Street-Level Connectivity Plan for CORTEX and Surrounding Areas; and 3) TOD Plan for CORTEX. Community engagement efforts will be necessary to include local community leaders, agencies, and citizens.

CORTEX, a not-for-profit partnership founded to promote biotech development, is a life sciences research district in the City of St. Louis. CORTEX stands for the Center of Research, Technology and Entrepreneurial Exchange. CORTEX is located on 240 acres and is bordered by the campuses of its five founding sponsors -- BJC Healthcare, Missouri Botanical Garden, Saint Louis University, University of Missouri-St. Louis, and Washington University. The purpose of CORTEX is to incubate and grow biotech firms. For more information on CORTEX, see Attachment A. A map of the CORTEX area is provided in Attachment I.

The studies will be funded with a Sustainable Communities Regional Planning Grant (awarded to East-West Gateway Council of Governments) under the U.S. Department of Housing and Urban Development. The goal of the Grant is to create a Regional Plan for Sustainable Development (RPSD), which is aimed at building the capacity of local and regional actors to implement sustainable practices by sharing knowledge, best practices, and resources, and to connect local and regional planning efforts. Ultimately, the RPSD will create and protect sustainable, equitable, and livable communities within the St. Louis Region.

II. Scope of Work

The consultant will undertake a variety of activities related to transit-oriented development of the CORTEX district. The consultant's work will support efforts to establish a new MetroLink station at CORTEX, including securing approvals and funding; efforts by the Missouri Botanical Garden to enhance its connections to transit and major roadways; and ongoing development and master planning work being undertaken by the CORTEX organization. See Attachment A for a brief overview of current and planned activities in the CORTEX district.

The proposal should describe in detail a proposed work plan and deliverable for each of the following three tasks. All deliverables must be sent in both hard copy and *.pdf electronic format.

1. CORTEX METROLINK RIDERSHIP PROJECTIONS

Objective: develop projection for net new riders over the next 10 years on the MetroLink system resulting from the establishment of a proposed new train station and parking garage facility (for park and ride and area employees) at CORTEX.

Approach: Analysis would combine land use modeling and market research methods; respondent must describe proposed research and modeling techniques. Work plan will be coordinated with Metro. Address the following:

- a. Evaluate current MetroLink ridership data: Central West End station, Grand station, and park & ride facilities (Brentwood, Clayton, Forest Park-DeBaliviere, Delmar Loop). This baseline data is necessary in order to evaluate net new riders generated by the proposed new station.
- b. Define existing market – document the current base for potential ridership at proposed new station, including:
 - Jobs at and near CORTEX
 - Residents at and near CORTEX
 - Population of surrounding neighborhoods - walk or bike to station; define relevant neighborhoods
 - Other nearby employers whose employees would use the CORTEX MetroLink station
 - Other trip generators: medical visits, Missouri Botanical Garden, the Grove
- c. Estimate planned/projected growth in the base:
 - Document planned growth within CORTEX, Barnes Jewish Hospital, Washington University Medical Center, Goldfarb School of Nursing, St. Louis College of Pharmacy and St. Louis University. Methods may include review of master plan documents, interviews, etc.
 - Document planned/ongoing development activity in CWE, the Grove, Forest Park Southeast, Shaw, Botanical Heights and other neighborhoods defined as potential market. This element will likely involve coordination with neighborhood groups, and should reflect the potential impacts of improved connectivity (see item #2).
 - Identify potential park & ride market area (must estimate net new activity)
- d. Estimate capture rates: Methods may include a combination of historical data review, survey research, interviews, literature review, case studies, etc. Relevant factors to consider include:
 - Distance (i.e., radius area)
 - Demographic factors (note: students, CORTEX workforce may have higher utilization rate)
 - Types of potential trips
 - commute to CORTEX
 - commute from CORTEX and nearby neighborhoods
 - shopping near CORTEX
 - other trip generators such as medical visits, trips to the Grove, CWE, Missouri Botanical Garden
 - Forest Park
 - Grand Center

2. STREET-LEVEL CONNECTIVITY PLAN

Objective: Develop a plan for improved bike, pedestrian and vehicular movement on major pathways between the proposed CORTEX MetroLink station and local destinations.

Approach: Work will build upon data collected under task 1 and address the following:

- Provide plans for improving connectivity to neighborhoods to the north and south, as well as local destinations. Include plans for enhancements along existing pedestrian and bike routes, incorporating Bike St. Louis's most recent master plan.

- Specifically, provide plans for enhancements from the existing CWE MetroLink Station or potential relocated CWE Metrolink Station and potential CORTEX Station to the Missouri Botanical Garden. Include plans for:
 - Bike lanes, improved pedestrian access and walkability and other elements of sustainable design along Tower Grove Avenue from CORTEX area to Tower Grove Park (incorporate Bike St. Louis Master Plan).
 - Improved access for Missouri Botanical Garden.
- Focus on impact of new Tower Grove/Boyle I-64 Highway Interchange

3. LIFE SCIENCES CORRIDOR TRANSIT-ORIENTED DEVELOPMENT PLAN

Objective: Assess TOD opportunities and identify key TOD elements/sustainable design elements to incorporate into CORTEX master plan.

Approach: Work will incorporate the findings/recommendations of tasks 1 and 2, above. Physical plan will be produced by a separate CORTEX master plan consultant; the TOD consultant will coordinate with both the CORTEX master plan consultant and the consultant chosen for East-West Gateway's TOD study to complete this task.

Note: A physical plan will be produced by the CORTEX master plan consultant, not the consultant hired by SLDC.

III. Content of the Proposal

The proposal should include a letter from a firm principal committing the proposal for a minimum of ninety (90) days. The items listed below must be addressed in the proposal. **If all the items listed below are not provided then the firm's submission may be deemed non-responsive and may not be evaluated.** SLDC reserves the right to request missing information only if that information is considered minor in nature and does not impede our ability to evaluate the responding firm's quality of work, experience, and/or its ability to perform the requested work. In addition to the items listed below, respondents should ensure that their proposals provide all information relevant to proposal evaluation; the evaluation criteria are listed in Section IV.

A. Scope of Work. The general scope of work has been developed by SLDC. Respondents must include further detail regarding specific methodologies or approach being proposed.

B. Contract Price. SLDC intends to award a single, cost-reimbursement contract. Proposals must indicate the proposed price/cost of services to be provided and must address each cost element listed in Attachment F-Cost and Price Analysis for Contracts Form.

C. Person/Hour Commitment Schedule. Proposals also must include a person-hour commitment schedule for all key personnel. Attachment G-Person/Hour Commitment Schedule, or its equivalent, must be included with the proposal.

D. Corporate Profile. The respondent shall provide the following information on their corporate structure, history, experience and ability:

1. Firm name and business address, including telephone number.
2. Year established, (include former firm names and year established, if applicable). Identify the state in which the firm was organized or incorporated.
3. Type of ownership, and name and location of parent company and subsidiaries, if any.
4. An indication of whether the firm is registered to do business in the States of Missouri and Illinois.

E. Evidence of Appropriate Resources and Capacity. The respondent shall provide a description that effectively documents their capacity to take on the work outlined in this RFP. This description shall include, but is not limited to, the following issues:

1. A summary of current or anticipated work commitments through the course of the contract term (estimated to be January 1 – June 15, 2012).
2. A summary outlining the respondent's capacity to take on and complete the work outlined in this RFP in addition to existing and anticipated commitments.
3. A summary outlining the respondent's ability to secure and retain any subcontracted resources throughout the course of the contract period.

F. Qualifications. Proposals must indicate general qualifications of the respondent(s), including subcontractors, in ridership projections and techniques, streetscape planning, TOD planning, and/or other disciplines appropriate to the project, as well as specific prior experience and qualifications applicable to this project. Proposals must include a brief narrative (4 pages maximum) regarding the firm's capabilities to carry out the project, including special assets, areas of expertise, analytical tools, and data sources to which the firm has access. Proposals must also include the following:

1. Resumes (or equivalent) of key personnel to be assigned to the project. Experience summaries of these key individuals shall be provided. These summaries should clearly identify prior experience on similar projects in similar roles, and outline the responsibilities these individuals will have in the context of this project. Full resumes of these individuals may be included as an attachment.
2. An indication (in number of hours) of the amount of time that each key person will dedicate to the project.
3. A list of at least three (3) projects similar in scope and magnitude to the project described in this RFP that the proposing firm and/or its subcontractors have undertaken within the last five (5) years. The list should include: contract amount(s), funding source(s), description of work performed, client contact person(s), phone number(s), and email address(es). The respondent must also provide at least one (1) sample of work that is demonstrative of the type of project described in Section II of this RFP. Please provide 10 (ten) printed copies.

G. Conflict of Interest Disclosure. Actual and perceived objectivity will be an important part of successfully completing this project. All respondents must enclose with their proposal a Conflict of Interest Disclosure statement (Attachment B) that discloses all the project planning or consulting interests and/or clients who might benefit financially,

directly or indirectly, now or in the future, from this project. If the respondent does not have a conflict of interest, the respondent must still include the Conflict of Interest Disclosure statement indicating that there is no conflict of interest.

H. Minority/Women-Owned Business Participation. SLDC encourages disadvantaged, small, women-owned, and/or minority business participation. Respondents **must** include the DBE/SBE/WBE/MBE Participation Form (Attachment D) in the proposal. As noted in Section VII, SLDC utilizes the City of St. Louis's MBE/WBE goals of 25% MBE and 5% WBE.

If the respondent intends to participate as a DBE/SBE/WBE/MBE or intends to hire or has hired a DBE/SBE/WBE/MBE subcontractor, then the respondent must also submit with their proposal the attached Letter of Intent to Perform as a DBE/SBE/WBE/MBE (Attachment C) or an equivalent letter for each certified participant.

I. Certification Regarding Debarment and Suspension. All respondents must complete and enclose with their proposal the Certification Regarding Debarment and Suspension (Attachment E).

IV. Evaluation Criteria

SLDC will not award the contract for this project to a respondent that it determines is not responsible. SLDC's determination of a respondent's responsibility may include the following factors: experience of the respondent and its key team members and subcontractors; past conduct and performance on previous contracts; and ability to execute the contract for this project properly. SLDC may make the determination regarding responsibility based upon the respondent's submitted proposal, reference evaluations, a review of the respondent's financial ability, and any other information SLDC requests or determines is relevant to its determination. Many of these factors may also be used in the next level of the evaluation process.

All proposals determined to be from responsible respondents and that meet the minimum RFP requirements listed in Section III will be evaluated according to the factors listed below. The factors are listed in order of priority, from greatest priority (Part A) to lowest priority (Part E). In order to receive the maximum number of points available in each category the proposal should clearly indicate how the respondent meets each factor listed below, as each relates to the project described in Section II of this RFP.

Selected respondents may be expected to appear for oral interviews. The previous clients of the respondent may also be called. SLDC reserves the right to select a consultant based upon the proposal alone without conducting oral interviews.

The responses will be evaluated and the Consultant(s) selected based on the following criteria:

A. Specialized experience and technical competence of the contractor(s) and assigned personnel relative to the task requirements outlined in Section II of this RFP.

1. Experience of the prime contractor(s) and subcontractor(s).

2. Experience of the project manager.
3. Experience of other key personnel.

B. Respondent's understanding of the scope and conditions related to the project.

1. Respondent's proposed methodology and approach to the project, to include the technology and/or methods the respondent intends to use to produce the project deliverables.
2. Demonstrated understanding of the proposed scope of work.
3. Understanding and knowledge of Federal requirements and regulations, as demonstrated through previous work experience on similar projects that were funded with Federal grant monies or other public funding sources.
4. Demonstrated understanding of regional conditions in the St. Louis Region that may affect the project.
5. Overall organization and clarity of the proposal.

C. Previous work experience of the project team and satisfactory accomplishment of contract responsibility, as demonstrated through references, work samples, and other required information about the contractor's and/or subcontractor's firm.

1. Quality of final products.
2. Ability to meet work schedules.
3. Responsiveness to client input.
4. Ability to work within budgeted amounts.

D. Project cost & schedule of workforce commitment.

1. Total project cost.
2. Project schedule and timeliness of products.
3. Total hours/level of assignment committed for the project manager and other key project staff.

E. DBE/SBE/WBE/MBE Participation

1. Level of DBE/SBE/WBE/MBE participation.
2. Previous work experience of a DBE/SBE/WBE/MBE contractor relative to task assignments.

V. Selection Procedures

A consultant will be selected by SLDC after the Committee analyzes all of the information provided in the proposals. SLDC reserves the right to negotiate a contract, including the scope of work, with any responsible respondent or other qualified party. SLDC reserves the right to select a proposal other than the one with the lowest proposed cost. After review and evaluation of the proposals, SLDC may choose to identify selected respondents for oral interviews. If so, identified respondents will be notified of their selection for interview.

This RFP does not commit SLDC to award a contract, to pay any costs incurred in the preparation of a response to this invitation, or to procure or contract for services or supplies. SLDC reserves the right to accept or reject any or all of the responses received as a result of this

RFP, or to cancel this request in whole or in part if it is in the best interest of SLDC. Respondents shall not offer any gratuities, favors, or anything of monetary value to any officer, employee, agent, or director of SLDC for the purpose of influencing a favorable disposition toward either the respondent's proposal or any other proposal submitted as a result of this RFP.

All proposals submitted under this RFP become the exclusive property of SLDC. Any proprietary information submitted in response to this RFP shall be clearly marked as "Confidential-Proprietary Information." Respondents should be aware that any information submitted in response to this RFP that is not so marked, may be subject to disclosure under the Missouri Sunshine Act and/or the Federal Freedom of Information Act. SLDC will handle all requests for information in regard to this RFP in accordance with the applicable federal and state statutes, and will not disclose any information submitted in response to this RFP *prior* to the selection and retention of a consultant unless authorized in writing to do so by the respondent or compelled to so by law or judicial decree.

VI. Nondiscrimination Requirements

The selected consultant shall not discriminate on grounds of the race, color, religion, creed, sex, national origin or ancestry of any individual in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The selected consultant shall not participate either directly or indirectly in the discrimination prohibited by 24 CFR Subtitle A, Part 1.4 including employment practices.

These nondiscrimination requirements shall apply to all solicitations either by competitive bidding or negotiation made by the successful consultant for work to be performed under a subcontract, including procurement of materials or equipment. The selected consultant shall notify each potential subcontractor or supplier of these requirements relative to nondiscrimination on grounds of the race, color, religion, creed, sex or national origin or ancestry of any individual.

VII. Disadvantaged Business Participation and Equal Opportunity Provisions

SLDC contracts are bound by the Mayor's Executive Order No. 28 and any superseding Executive Orders relating to utilization of minority and women-owned business. Executive Order No. 28 requires consultants to seek, through good-faith efforts, the involvement of Minority Business Enterprises (MBE) and Women Business Enterprises (WBE) equal to at least 25% and 5%, respectively, of total contract awards for the project. Minority and Women Business Enterprises are encouraged to bid for the prime contract, or to the prime contractors holding plans for the project. For additional information pertaining to the City's MBE/WBE program, and for a list of certified firms, please visit www.mwdbe.org.

Additionally, per the policy of the Department of Housing and Urban Development (HUD, the consultant agrees to ensure that MBE and WBE have the maximum opportunity to participate in the performance of this Agreement. In this regard, the consultant shall take all necessary and reasonable steps, in accordance with Executive Orders 11625 and 12138 and 24 CFR § 85.36 to

ensure that MBE and WBE have the maximum opportunity to compete for and perform portions of this Agreement. In accordance with HUD regulations, these steps include:

- i. Placing qualified small minority businesses and WBE on solicitation lists for subcontracts and/or joint ventures;
- ii. Assuring that small and minority businesses and WBE are solicited whenever they are potential sources of work and/or supplies;
- iii. Dividing total project requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses and WBE;
- iv. Establishing delivery schedules, when the requirements permit, which encourage participation by small and minority businesses and WBE; and
- v. Using the services and assistance of the Small Business Administration, and the Minority Business Development Agency of the Department of Commerce.

VIII. Protest Procedures

In the course of this solicitation for proposals and the selection process, a respondent may file a protest when, in the respondent's opinion, actions were taken by the staff and/or the selection committee which could unfairly affect the outcome of the selection procedure. All protests should be in writing and directed to Mr. Otis Williams, Deputy Executive Director, St. Louis Development Corporation, 1015 Locust Street, Suite 1200, St. Louis, MO 63101. Protests should be made immediately upon occurrence of the incident in question but no later than three (3) days after the respondent received notification of the outcome of the selection procedure. The protest should clearly state the grounds for such protest.

Upon receipt of the protest, the Deputy Executive Director will review the actual procedures followed during the selection process and the documentation available. If it is determined that the action(s) unfairly changed the outcome of the selection process, negotiations with the selected respondent will cease until the matter is resolved.

IX. Living Wage Compliance

The selected firm shall agree to comply with "Chapter 3.99 Living Wages" of the Revised Code of the City of St. Louis (Ordinance No. 65597). See Attachment H.

X. Unauthorized Alien Employees

At the time the contract is signed, the selected Consultant shall, pursuant to the provisions of Sections 285.525 through 285.555 of the revised Statutes of Missouri, 2000, as amended, by sworn Affidavit and provision of documentation, affirm its enrollment and participation in a federal work authorization program with respect to the employees working in connection with this Contract, Agreement or Grant. Contractor shall sign an Affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with this Contract, Agreement or Grant pursuant to the above-stated Statutes.

XI. Insurance Requirements

Before a contract is awarded on this project, the selected consultant must meet the insurance coverage requirements as follows:

- A. The selected consultant is required to carry and shall cause its subcontractors to carry commercial general liability and commercial automobile liability insurance from a company authorized to issue insurance in Missouri, and to name SLDC and its employees as additional named insureds.
- B. The selected consultant is also required to carry insurance in the amount stipulated by law to protect it from claims under worker's compensation acts.

XII. Additional Information

Direct inquiries regarding this RFP should be submitted to Karin Hagaman at hagamank@stlouiscity.com. Inquiries regarding this RFP must be submitted no later than 3:00 p.m. local time on Tuesday, November 22, 2011. SLDC will not accept any inquiries after that date and time. In order to ensure that all potential respondents receive the same information relative to this solicitation, we will post our response to any request for supplemental information on our web site at www.stlouis-mo.gov/sldc/procurement.cfm. Please visit our website periodically to check for any additional information. If you wish to have a printed copy of the information mailed, you must mail or email a written request to the contact listed above.

SLDC intends to award a single, cost reimbursement contract for this proposed work. The funding for this project is being provided by the U.S. Department of Housing and Urban Development.

ATTACHMENT A

Overview of Current & Planned Activities in CORTEX

CORTEX is embarking on Phase 2 of the redevelopment of the Bioscience District to create a sustainable environment that includes lab, office and ancillary retail to support continued growth of the life science industry in St. Louis. Phase 2 may include three major developments::

1. A plan that has been approved by the CORTEX Board that includes a 200,000 square foot office building, the renovation of a 198,000 square foot historic building to include office and wet lab facilities, the development of over 2.2 acres of land to create a park-like environment with landscaping, open green space and bike lanes.
2. A new intermodal transportation center is to be located in the District that includes: (1) a new CORTEX Metro stop at Boyle Avenue, (2) a new intermodal car/bus/light rail parking garage with ground level retail, (3) new bus loop service around the perimeter of the Washington University medical campus and CORTEX running on Forest Park, Kingshighway, Clayton and Boyle, (4) a new east-west elevated people mover from Boyle to Euclid, and (5) relocation of the current CWE Metro stop to Kingshighway.
3. A new interchange at Tower Grove/Boyle Avenue and I-64 that will provide access from I-64 for Eastbound and westbound highway traffic to the core of the Bioscience District and the Grove, Botanical Heights, Forest Park Southeast and Shaw neighborhoods and allow traffic to be routed away from the busy Kingshighway interchange located immediately West of the Washington University medical campus.

ATTACHMENT B

Conflict of Interest Disclosure Statement

Please enclose with the proposal a statement that discloses (lists) all the project planning or consulting interests and/or clients who might benefit financially, directly or indirectly, now or in the future, from this project.

If a conflict of interest does not exist, the Consultant must still include the Conflict of Interest Disclosure statement indicating that there is no conflict of interest.

ATTACHMENT C
Letter of Intent to Perform as a DBE/SBE/WBE/MBE

Project Title or Description:

The undersigned intends to perform work in connection with the above project as
(check one:)

☐

a prime contractor

☐

a subcontractor

☐

a joint venture

☐

other (please specify)

If applicable, name of prime contractor or joint venture partner:

The undersigned is prepared to perform the following described work in
connection with the above project (work items to be performed):

at the following price: _____

Date

Name of Disadvantaged Contractor

By:

Signature & Title

ATTACHMENT D
DBE/SBE/WBE/MBE Participation Form

Project Title or Description: _____

1) Identification of Participating *DBE/SBE/WBE/MBE*

(a) DBE/SBE/WBE/MBE Name & Address	(b) Bid Item Number	(c) \$ Value of DBE/SBE/WBE/MBE Work	(d) % of \$ Value Applicable to Goal	(e) \$ Amount Applicable to Goal [c X d]	(f) % of Total Contract [e/Bid]
1.					
2.					
3.					
4.					
TOTAL					

The undersigned submits the above list of ***DBE/SBE/WBE/MBEs*** to be used in accomplishing the work contained in this proposal.

Company

Name

Date

Title

ATTACHMENT E
Certification Regarding Debarment & Suspension

The undersigned certifies to the best of his or her knowledge and belief, that the proposer and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;
- (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
- (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

If the undersigned is unable to certify to any of the statements in this certification, an explanation shall be attached to this proposal.

Name of Entity

Name & Title of Authorized Official

Signature of Above Official

Date

Attachment F

COST AND PRICE ANALYSIS FOR CONTRACTS				
This form will be submitted with proposals in response to "Requests for Proposals," for the procurement of planning, engineering and related services. If your cost accounting system does not permit analysis of costs as required, contact the EWG grant administrator for further instructions.				RFP NUMBER
NAME OF OFFERER	TITLE OF PROJECT			
DETAIL DESCRIPTION	ESTIMATED HOURS	RATE/HOUR	TOTAL ESTIMATED COST (Dollars)	
1. DIRECT LABOR <i>(Specify)</i>				
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
	0.00	0.00		0.00
	0.00	0.00		0.00
TOTAL DIRECT LABOR				0.00
2. BURDEN <i>(Overhead - Specify)</i> COST CENTER	BURDEN RATE	X BASE =	BURDEN(S)	
				0.00
				0.00
TOTAL BURDEN				0.00
3. OTHER DIRECT COSTS <i>(Specify, printing, long distance, postage, etc. - for additional space see Exhibit B on pg 2)</i>				
From Exhibit B				0.00
TOTAL OTHER COSTS				0.00
4. SPECIAL EQUIPMENT <i>(Only if direct charge - specify)</i>				
N/A				0.00
TOTAL SPECIAL EQUIPMENT				0.00
5. TRAVEL <i>(Exhibit C on pg 2)</i>				0.00
TOTAL TRAVEL				0.00
6. CONSULTANTS <i>(exclude subcontracts-Identify - purpose - rate)</i>				
				0.00
				0.00
				0.00
TOTAL CONSULTANTS				0.00
7. SUBCONTRACTS <i>(Specify in Exhibit A on pg 2)</i>				0.00
TOTAL SUBCONTRACTS				0.00
8	TOTAL DIRECT COST AND BURDEN			0.00
9. GENERAL AND ADMINISTRATIVE EXPENSE <i>(Rate ____ % of item nos. ____) [change formula in amount column as necessary]</i>				0.00
10	TOTAL ESTIMATED COST			0.00
11. FIXED FEE OF PROFIT <i>(State basis for amount in proposal- exclude subcontracts) [change formula in amount column as necessary]</i>				0.00
12	TOTAL ESTIMATED COST AND FIXED FEE OR PROFIT			0.00

OVERHEAD RATE AND GENERAL AND ADMINISTRATIVE RATE INFORMATION				
A. GOVERNMENT AUDIT PERFORMED		DATE OF AUDIT		ACCOUNTING PERIOD COVERED
B. NAME AND ADDRESS OF GOVERNMENT AGENCY MAKING AUDIT			C. DO YOUR CONTRACTS PROVIDE NEGOTIATED OVERHEAD RATES ___NO___YES (IF YES, NAME AGENCY)	
D. (If no Government Rates have been established furnish the following information)				
DEPARTMENT OR COST CENTER	RATE	BASE	TOTAL INDIRECT EXPENSE POOL TOTAL	BASE FOR TOTAL
EXHIBIT A - SUBCONTRACT INFORMATION (If more space is needed, use blank sheets, identifying item number)				
NAME AND ADDRESS OF SUBCONTRACTOR(S)	SUBCONTRACTED WORK		SUBCONTRACT	
			TYPE	AMOUNT
				0.00
				0.00
				0.00
				0.00
				0.00
Total			\$	-
EXHIBIT B - OTHER DIRECT COSTS (Specify, if more space needed, use blank sheets, identifying item number)				
				0.00
				0.00
				0.00
Total			\$	-
EXHIBIT C - TRAVEL (Specify, if more space needed, use blank sheets, identifying item number)				
Mileage (indicate mi *rate)				0.00
Airfare (indicate # trips, etc)				0.00
Hotel (# nights x rate)				0.00
Meals (# days x rate) rate cannot exceed max federal meal per diem				0.00
Ground transportation				0.00
Total			\$	-
CERTIFICATE				
The labor rates and overhead costs are current and other estimated costs have been determined by generally accepted accounting principles and are limited to allowable costs under the federal cost guidelines if so required.				
NUMBER OF CONTRACTOR EMPLOYEES ___ 100 AND UNDER _____ OVER 100 _____ OVER 500			STATE INCORPORATED IN	
DATE	SIGNATURE AND TITLE OF AUTHORIZED REPRESENTATIVE OF CONTRACTOR			

ATTACHMENT G -- PERSON/HOUR COMMITMENT SCHEDULE

Consultant Name: _____

Project: _____

		Staff 1-Title	Staff 2-Title	Staff 3-Title	Staff 4-Title	Staff 5-Title	Staff 6-Title	Staff 7-Title	Total Hours
		Hours	Hours	Hours	Hours	Hours	Hours	Hours	Estimated
Task 1	Task 1 Description								
1.1		0	0	0	0	0	0	0	0
1.2		0	0	0	0	0	0	0	0
1.3		0	0	0	0	0	0	0	0
Subtotal		0	0	0	0	0	0	0	0
Task 2	Task 2 Description								
2.1		0	0	0	0	0	0	0	0
2.2		0	0	0	0	0	0	0	0
2.3		0	0	0	0	0	0	0	0
Subtotal		0	0	0	0	0	0	0	0
Task 3	Task 3 Description								
3.1		0	0	0	0	0	0	0	0
3.2		0	0	0	0	0	0	0	0
3.3		0	0	0	0	0	0	0	0
Subtotal		0	0	0	0	0	0	0	0
Task 4	Task 4 Description								
4.1		0	0	0	0	0	0	0	0
4.2		0	0	0	0	0	0	0	0
4.3		0	0	0	0	0	0	0	0
Subtotal		0	0	0	0	0	0	0	0
Grand Total		0	0	0	0	0	0	0	0

ST. LOUIS LIVING WAGE ORDINANCE

LIVING WAGE ADJUSTMENT BULLETIN

NOTICE OF ST. LOUIS LIVING WAGE RATES EFFECTIVE APRIL 1, 2011

In accordance with Ordinance No. 65597, the St. Louis Living Wage Ordinance (“Ordinance”) and the Regulations associated therewith, the City Compliance Official for the City of St. Louis has determined that the following living wage rates are now in effect for employees of covered contracts:

- 1) Where health benefits as defined in the Ordinance are provided to the employee, the living wage rate is **\$11.58** per hour (130% of the federal poverty level income guideline for a family of three); and
- 2) Where health benefits as defined in the Ordinance are **not** provided to the employee, the living wage rate is **\$15.08** per hour (130% of the federal poverty level income guideline for a family of three, plus fringe benefit rates as defined in the Ordinance).
- 3) Wages required under Chapter 6.20 of the Revised Code of the City of St. Louis: **\$3.50** per hour.

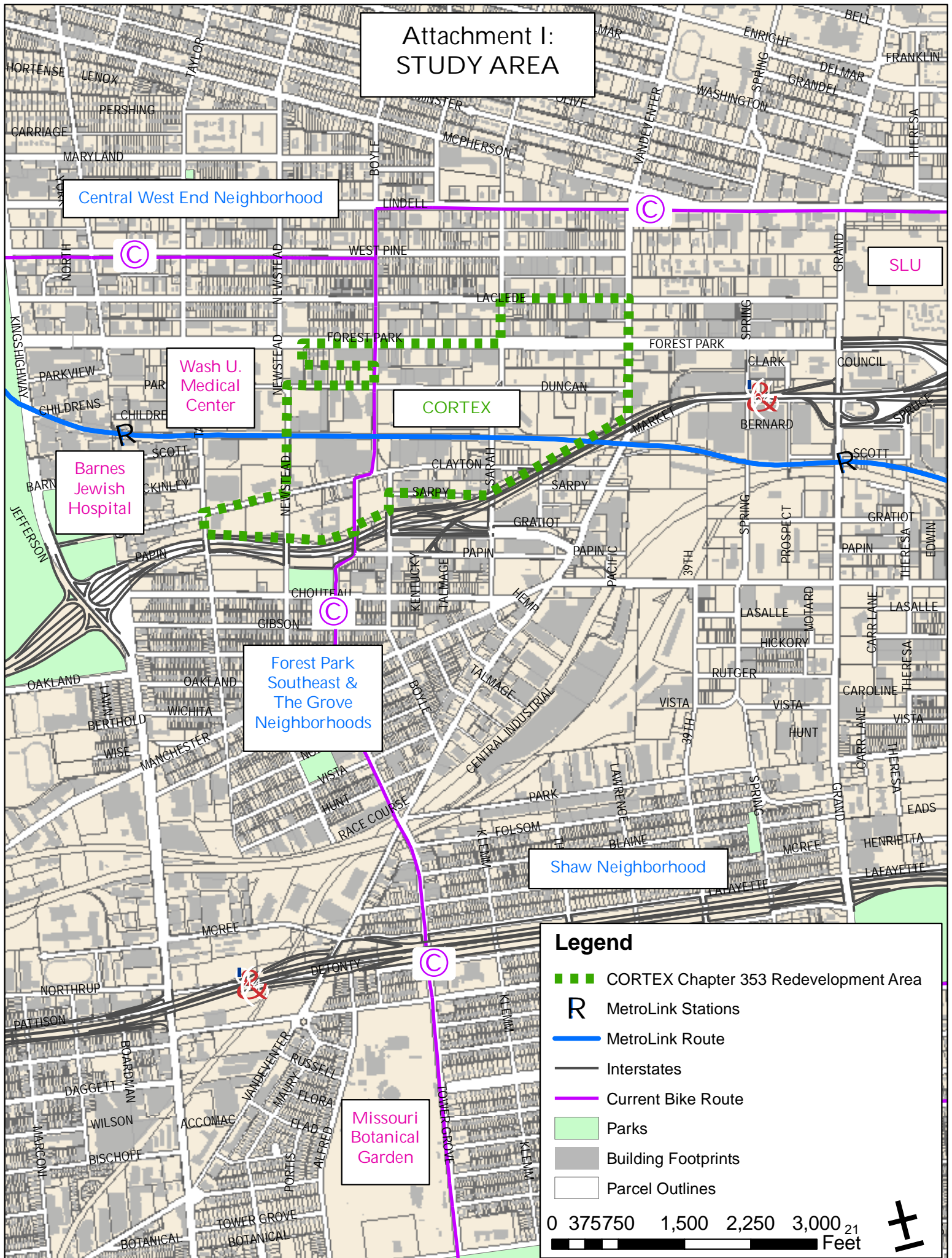
These rates are based upon federal poverty level income guidelines as defined in the Ordinance and these rates are effective as of **April 1, 2011**. These rates will be further adjusted periodically when the federal poverty level income guideline is adjusted by the U.S. Department of Health and Human Services or pursuant to Chapter 6.20 of the Revised Code of the City of St. Louis.

The Ordinance applies to employers who are covered by the Ordinance as defined in the Ordinance, where the contract or grant is entered into or renewed after the effective date of the Ordinance, which is November 3, 2002. A copy of the Ordinance may be viewed online at <http://www.mwdbe.org/livingwage> or obtained from:

City Compliance Official
Lambert-St. Louis International Airport
Certification and Compliance Office
P.O. Box 10212
St. Louis, Mo 63145
C314) 426-8111

Dated: January 31, 2011

Attachment I: STUDY AREA



Legend

- ■ ■ CORTEX Chapter 353 Redevelopment Area
- R MetroLink Stations
- MetroLink Route
- Interstates
- Current Bike Route
- Parks
- Building Footprints
- Parcel Outlines

0 375 750 1,500 2,250 3,000²¹
Feet

